

**UNITED STATES DISTRICT COURT
DISTRICT OF NEW HAMPSHIRE**

**APPLICATION FOR MEMBERSHIP OR SUBPANEL RECLASSIFICATION
CRIMINAL JUSTICE ACT PANEL**

PERSONAL:

Name: _____

Firm Name: _____

Office Address: _____

Office Telephone No: _____ Fax Number: _____

Email Address: _____ Bar No: _____

PANEL MEMBERSHIP REQUEST:

- | | |
|--|--|
| <input type="checkbox"/> General Panel | <input type="checkbox"/> Complex Panel |
| <input type="checkbox"/> Complex and Major Crimes Panels | <input type="checkbox"/> Major Crimes Panel Only |
| <input type="checkbox"/> First Response Panel | |

MINIMAL QUALIFICATIONS:

I certify that over the past twelve (12) months I have satisfied the below CLE requirement and that over the next two (2) years I will satisfy all of the following membership requirements.

☐ I will complete the following CJA Membership CLE requirements: If I have served on the Complex/Major Crimes Panel in the immediate past 3 years or represented six (6) criminal defendants in this district during the same time period, I will attend all CJA training programs presented in this district over the next two (2) years; otherwise, I will annually complete a minimum of six (6) hours of training or a continuing legal education program on federal criminal defense, including at least three (3) hours devoted to the sentencing guidelines.

☐ I will maintain professional liability insurance in the minimum amount of \$100,000/\$300,000.

☐ I have experience in and knowledge of the Federal Rules of Criminal Procedure, the Federal Rules of Evidence, the Local Rules of this court, and the Federal Sentencing Guidelines and will remain current on any amendments to those rules, procedures and guidelines.

GENERAL INFORMATION:

1. I am a member of the bar of the United States District Court for the District of New Hampshire and I am a member of good standing of that Court. I was admitted to practice before this Court on _____.

2. I have also been admitted to practice in the following Courts:

Name of Court

Date Admitted

3. I have been engaged in the active practice of law since _____.

4. Have you ever been disciplined by any bar association or court? Yes ☐ No ☐ If yes, explain.

5. Has any court ever determined that you have rendered ineffective assistance of counsel in a case? Yes ☐ No ☐ If yes, explain.

6. Estimate what percentages of your total time in legal work during the last seven years concerned:

Federal civil law matters	___%
Federal criminal law matters	___%
State civil law matters	___%
State criminal law matters	___%
Other	___%

7. Have you ever been employed as prosecutor, public defender, contract attorney for the State of New Hampshire or other equivalent position in another state, or law clerk to a judge? Yes ☐ No ☐ If yes, please indicate the position, the name of the office or judge, and dates of service/employment.

8. List any Continuing Legal Education experience within the past 3 years, either as a lecturer or participant, regarding the Federal Sentencing Guidelines or criminal/trial advocacy programs applicable to federal criminal practice.

9. Please briefly describe any other activity or experience you have had which bears on your qualifications to serve as CJA counsel (i.e., other teaching, bar activities, writing).

10. Do you have any specialized legal training, expertise or other skills that would make you more qualified to handle certain types of cases? Yes ☐ No ☐ If yes, please list (e.g., immigration, accounting, tax, intellectual property, foreign language proficiency, etc.).

PRIOR PANEL EXPERIENCE:

11. Are you a past or present member of this district's CJA Panel? Yes ☐ No ☐ If yes, please list the dates of panel membership.

12. Have you at any time been a member of a CJA panel for any other court? Yes ☐ No ☐ If yes, please list the panel, dates of membership and the types of cases you were permitted to accept.

13. Have you ever been removed from, or not renewed for, any CJA panel or list? Yes ☐ No ☐ If yes, please provide details regarding the circumstances surrounding your removal or non-renewal.

CRIMINAL TRIAL EXPERIENCE:

14. List the last five (5) criminal jury trials you have handled on an attached sheet. Please list the case name, court, trial judge, opposing counsel, offense charged and level of offense, length of trial and your role as trial counsel (i.e. lead, co-counsel, second chair, standby counsel, etc.).

15. List the last five (5) federal pleas and sentencings that you have handled on an attached sheet. Please list the case name, court, opposing counsel, offense charged and level of offense, your role as counsel (i.e. lead, co-counsel, second chair, standby counsel, etc.).

16. List five (5) additional criminal matters you carried to final disposition in state or federal court (motion, habeas corpus, mandamus, plea of guilty or other disposition, etc.) on an attached sheet. Please list the case name, court, opposing counsel, offense charged and level of offense, your role as counsel (i.e. lead, co-counsel, second chair, standby counsel, etc.).

17. List any federal judge before whom you have tried a criminal case. If less than three, list up to three state judges before whom you have tried a case.

18. Please provide any additional information of which the Court should be aware in considering your application but which has not been discussed above.

REFERENCES:

Please list three persons who are familiar with your trial skills and qualifications to become a panel member whom may be contacted for a reference:

	<u>Name</u>	<u>Phone Number</u>
1.	<hr/>	<hr/>
2.	<hr/>	<hr/>
3.	<hr/>	<hr/>

I have carefully read the foregoing application and certify that the information is true and correct to the best of my knowledge.

<hr/>	<hr/>
SIGNATURE OF APPLICANT	DATE

FOR PANEL SELECTION COMMITTEE USE ONLY

- | | | |
|---|-----------------------------------|-------------------------------------|
| <input type="checkbox"/> General Subpanel | <input type="checkbox"/> Eligible | <input type="checkbox"/> Ineligible |
| <input type="checkbox"/> Complex Subpanel | <input type="checkbox"/> Eligible | <input type="checkbox"/> Ineligible |
| <input type="checkbox"/> Complex and Major Crimes | <input type="checkbox"/> Eligible | <input type="checkbox"/> Ineligible |
| <input type="checkbox"/> Major Crimes only | <input type="checkbox"/> Eligible | <input type="checkbox"/> Ineligible |
| <input type="checkbox"/> First Response Subpanel | <input type="checkbox"/> Eligible | <input type="checkbox"/> Ineligible |

The PSC recommends placement on the:

- | | | |
|--|---|--|
| <input type="checkbox"/> General | <input type="checkbox"/> Complex | <input type="checkbox"/> Complex & Major |
| <input type="checkbox"/> Major Crimes Only | <input type="checkbox"/> First Response | |

If the PSC does not recommend placement on the subpanel requested by the applicant, please state the reasons below:

FOR CLERK'S OFFICE USE ONLY

Application reviewed by judge; approved/disapproved
Applicant notified
Entered in automated program
Labels
List

Date: _____

By: _____
Deputy Clerk